

MARTHA K. AUSTIN, Chairperson
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State of Delaware
Merit Employee Relations Board
4th Floor, Carvel State Office Building
820 N. French Street
Wilmington, Delaware 19801

MERIT RULE APPEAL TO THE MERB

(To be used for filing appeals of all State Merit grievances EXCEPT those appealing dismissals, demotions and suspensions – **Appeals must be filed with 20 days of receipt of the Step 3 Answer**)

Name of Grievant:

Mailing Address:

Phone Number:

E-mail Address:

Counsel for the Grievant (if any):

Mailing Address of Counsel:

Phone Number:

E-mail Address:

Employing State Division and Agency:

Work Location and Address:

Identify the Merit Rule(s) Alleged to have been Violated:

Specific Statement of the Act or Omission complained of, including the date(s) of such act or omission:

A brief summary of the evidence the grievant expects to present at hearing showing the appeal is timely filed pursuant to the Merit Rules and is within the jurisdiction of MERB:

Please attach to this Appeal a copy of the written decision(s) from Step 3 of the Grievance Procedure (or the last step for which a timely answer was received if the grievance was not heard at Step 3).

Employee Signature: _____ Date: _____